

CONFIDENTIAL

DD/A Registry
File 04M-1

DD/A Registry
77-2039

OSO #089-77

11 April 1977

MEMORANDUM FOR: Executive Officer/DDA

SUBJECT : Revision [REDACTED]

25X1A

REFERENCE : DDA 77-1634 dated 22 March 1977;
Subject: Proposed Revision of [REDACTED]
Purchase of Transportation (Job #8081)

25X1A

Bob:

1. [REDACTED] has asked me to comment on the [REDACTED] revision. This was concurred in by the Travel Policy Committee in the time between [REDACTED] leaving and my joining the Committee.

25X1A

2. This really made little difference as either one of us would have concurred in the regulation as it is written. It meets the requirements of the ground rules laid down for all agencies to follow. However, OSO has a problem with the inability to use travel agents. We are preparing a request for exception which I believe you are aware of. This exception will be based on the protection of Sources and Methods criteria that Mr. Blake has indicated would be the only appeal. In addition to this, we further have a problem of excess cost when tickets must be procured from carriers for use by people stationed [REDACTED]. There seems to be no grounds for appeal on a strictly cost basis unless some modifying legislation comes into being.

3. We will attempt to follow the spirit and the letter of the regulation with the exception of making an attempt to obtain relief from it in the specific instance of that major project which we feel needs the protection afforded by the travel agent method. In the meantime we

E2 IMPDET
CL BY [REDACTED]

25X1A


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25X1A

SUBJECT: Revision 

are attempting to find a solution using GTR's. However,
this may not afford us the full measure of protection
we have experienced in using travel agents.

25X1A


Chief / Administrative Staff
Office of SIGINT Operations
DDS&T

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11 April 1977

MEMORANDUM FOR: Executive Officer/DDA

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25X1A

SUBJECT: Revision [REDACTED]

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[REDACTED]
Chief, Administrative Staff
Office of SIGINT Operations
DDS&T

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STATINTL

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Next 1 Page(s) In Document Exempt

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ROUTING AND RECORD SHEET

SUBJECT: (Optional) Proposed Revision [REDACTED] Purchase of Transportation
(Job #8081)

FROM: Chief, Regulations Control Branch

EXTENSION

NO.

DD/A Registry

77-1634

DATE

22 MAR 1977

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TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Mr. [REDACTED]

For approval to publish.

2.

Mr. [REDACTED]

The subject proposal was initiated by the Office of Finance to incorporate into the regulation the prohibition against the use of travel agencies for procurement of transportation within and between the United States and its possessions, [REDACTED] or from the United States and its possessions to foreign countries.

3.

4.

Registry

5.

RCB [REDACTED]

6.

This proposal has the concurrence of all members of the Travel Policy Committee.

7.

The related [REDACTED] is attached for your information.

8.

A copy of the printed regulation with the changes marked in red is attached for your information.

9.

10.

11.

12.

13.

14.

15.

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HQ. INSTRUCTION SHEET

REMOVE			INSERT			EXPLANATION
REG. NOS.	PAGE NOS.	DATE	REG. NOS.	PAGE NOS.	DATE	
	18	7/14/75		18		<p>[REDACTED] has been revised to update the regulation.</p> <p>Paragraph 10c has been added to prohibit the use of travel agencies for procurement of transportation within and between the United States</p> <p>[REDACTED]</p>
<p>Arrows in the page margins show the locations of the changes described above.</p>						

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When separated from attachment

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TRAVEL

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10. PURCHASE OF TRANSPORTATION

a. Category 'Z' transportation will be arranged, when applicable, by the Central Processing Branch, Office of Personnel, and the [REDACTED] Office of SIGINT Operations.

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b. Other transportation by common carrier may be procured as follows:

(1) For cash directly from carriers except that such use of cash by personnel traveling on vouchered funds must be specifically authorized in the travel order.

(2) By Standard Form 1169, U.S. Government Travel Request (GTR), for personnel traveling on vouchered /Transportation/ funds only. GTRs will not be used to hire conveyances

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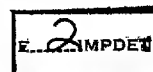
listed [REDACTED]

(3) Through travel agencies, if consistent with cover, but only for travel within foreign countries

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[REDACTED] between foreign countries, or from foreign countries to the United States and its possessions, provided:

(a) The request for transportation is made first



CLASSIFIED BY [REDACTED]

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to a company branch office or a general agent of an American flag air or ocean carrier if the travel originates in a city or its contiguous carrier-servicing area in which such branch office or general agent is located and through ticketing arrangements for the transportation authorized cannot be secured; or

(b) There is no company branch office or general agent of an American flag air or ocean carrier located in the city or its contiguous carrier-servicing area in which the official travel originates; and

(c) No payment is made to a travel agency in addition to that which would have been properly chargeable had the service requested been obtained from the carrier or carriers involved.

→ c. Travel agencies may not be used to procure transportation within the United States, [REDACTED] between the United States [REDACTED] from the United States or its possessions to foreign countries; between the United States and its possessions; or between and within the possessions of the United States.

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→ FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

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JO
De [REDACTED]
Administration

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15 APR 1977

Distribution: 0 - RCB
1 - DDA Signature

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